

في نهاية البرنامج سوف يتمكن المشاركون الحصول على شهادة دولية في إدارة المشاريع من المعهد الدولي PMI وذلك بعد اجتياز الإختبارات المطلوبة وأيضاً سوف تمنح روبرست جميع المشاركين شهادة حضور بعد إكمال حضور الدورة.

من ينبغي عليه ان يحضر؟

مدراء المشاريع ومهندسي البرامج الإنشائيين المشاركين في
الهيئات السيادية، والقطاعات الخاصة
للإدارة العليا،
المدراء، المشرفين في القطاع الحكومي والصناعي المهتمين بإدارة الشركات المشتركة والمشاريع التي يجب تلبية المتطلبات المالية وجدولة وتنفيذ البرامج .

خطة الدورة التدريبية

Day 1

Introduction 1.

Review of your project management §
challenges

Organizational Competence in Project §
Management (OCiPM)

Identifying the project's stakeholders and §
their interests

Scope vs. work: what they are, how they are §
related

The Project Planning Process 2.

Why so many project teams are reluctant to §

plan appropriately

Dealing with the "fuzzy-front end" §

-Project management processes and product-oriented processes §

A non-traditional view of the triple constraint §

Project Definition Document 3.

Writing a powerful project justification §

Understanding what your real deliverables are §

Constraints, assumptions, and exclusions §

Project Success Criteria 4.

Two major dimensions of project success §

Getting the stakeholders involved §

Influencing success criteria that are beyond your control §

Developing a Work Breakdown Structure (WBS) 5.

Purpose of the WBS §

Using your WBS to discover missing work §
items

Integrating the WBS with the project life cycle §

Estimating 6.

Funding estimates vs. control estimates §

Using range estimates to deal with uncertainty §

Converting estimates into budgets §

Calculating an appropriate cost reserve §

Getting your budget approved §

2Day 3

Project Scheduling 7.

Duration estimating and sequencing §

Critical path and merge bias §

Preliminary schedules vs. schedule baselines §

Estimating an appropriate schedule reserve §

Project Risk Management 8.

Basic philosophy: fire-fighting vs. fire §
prevention

Risks, problems, and responses to each §

Project risk management throughout the §
project life cycle

Very High Probability Risks (and responses to each) 9.

Lack of stakeholder agreement about outputs §
and outcomes

Scope creep §

Unreasonable effort, cost, and schedule §
targets

Identifying Project-Specific Risks 10.

Checklists and taxonomies §

Stakeholder interviews and success criteria §

Writing clear and useful risk statements §

Day 4

Prioritizing Project-Specific Risks 11.

Assessment bias: “last night, they got the elephant” §

Expected monetary value §

Weighted extremes §

Probability-impact matrix §

Developing Risk Responses 12.

Accept, mitigate, or avoid §

Characteristics of an effective response §

Mitigation options §

Understanding and using reserves and contingencies §

Using decision trees to help evaluate responses §

Risk Interactions 13.

Multiple impacts §

Stakeholder differences §

How to use a risk response interaction matrix §

Day 5

Risk Case Study 14.

Developed by participants §

Measuring Project Progress §

Change management and corrective action §

Objectives of progress measurement §

Different approaches to progress measurement §

Milestones: the Game of Projects §

Recap and Review 15.

Getting the most from what you've learned: §
less is more

Mapping the tools and techniques to your §
project challenges